**PARISH COUNCIL OF BISHOP WILTON**

**Minutes of a Meeting of the Parish Council held online**

**Monday 15th February 2021 at 7.00 PM**

**MEETING 2/2021**

* + - 1. **Present:** Cllrs: Stewart Berry (from 7.07), Pat Black, Leo Hammond (from 7.15pm), Ingrid Haywood, (Chair), Sue King, Vicki Kress, Iain Rickatson, Paul Rigby, Roy Sumpner, Ward Cllr David Rudd and the clerk. Four members of the public (MOP). Cllr Haywood welcomed everyone to the meeting and made the following statement: *I have been increasingly concerned at the volume of email traffic about items which have been dealt with in the previous meeting. This is costing the council time and money. It is neither appropriate nor fair to raise issues in email after the meeting. The place for debate and decision making is a council meeting, and in no other arena. If you have points to make about items on the agenda please raise your hand and make your points – clearly and succinctly. After each item is discussed, the council will make its decision. Any email correspondence which is received this month which relates to items discussed and decided upon in this meeting – will be ignored, neither the clerk, myself nor I request any of the other councillors will be responding. The place for any additional information will be in Matters arising at next month’s meeting.*
      2. Code of Conduct

a) No declarations of Interest from members of the council on matters relating to the agenda. Cllr Hammond said he would not vote on planning matters due to his involvement with the ERYC Planning Committee but will offer advice is requested.

b) No dispensations to members of the council were requested.

* + - 1. Open forum: One member of the public voiced concern over the number of vehicles pulling off the road – to let other vehicles pass - and onto the verge and driveway of a property in Bishop Wilton. The verge is being eroded and revealing the stopcock to the property. MOP is concerned that the stopcock is being driven over and might be damaged. **Action:** Cllr Haywood agreed to make a site visit and investigate the issue. (IH)
      2. The Minutes of the Meeting of 18th January 2021 were adopted as a true record. *Proposed by Cllr Black, seconded by Cllr Rigby.*
      3. Ward Councillors Reports:

**Cllr Hammond:**

* New Drainage Grits on Thorny/Vicarage Lane now dug out - this is improving the drainage situation.
* Water running down Worsendale - ERYC Highways have inspected this. If money is available, in the new financial year, they will create a drain connecting to the adjacent ditch to divert water off of the road.
* Give Way Sign, Full Sutton - with the support of Full Sutton and Skirpenbeck PC, this has now been requested.
* Junction Signs for the Balk on the A166 - Cllr Kress was going to confirm if there are any or not.

**Cllr Rudd:**

* At the Budget Council Meeting on 11th February, it was agreed to set the increase in Council Tax at 3.49%, meaning a Band D Property will pay an extra £52.43 to the East Riding for the services they provide. The Corporate Management Team of Officers had recommended a 4.99% increase, but the ruling Conservative Group felt this was too large an increase in view of the impact of the worldwide pandemic. The Budget will be balanced by using unrestricted reserves.
* Applications are now open for National Lottery Funding for Community Projects from £3000 up to £5million.
* There are Covid Vaccination Scams and the NHS have issued the following statement:-

The NHS will:

* NEVER ask anyone to press on a telephone keypad or send a text asking people to confirm you want a vaccine- this scam results in a charge being applied to phone bills.
* NEVER ask for payment for the vaccine or the banking details, account numbers and passwords or copies of personal documents.
* NEVER cold call and arrive unannounced at a person’s house to offer a vaccination, especially in exchange for payment. If this occurs the advice is to close the door and contact the police on 101 to report this fraudulent activity.

Following a Seminar for East Riding Councillors last week, we have been sent a guide to Prevent Undesirable Bookings at village halls. This is to try to prevent Radicalisation of vulnerable people by terrorist and other similar Organizations. A copy is enclosed for booking staff at village halls.

* + - 1. Matters Arising from the previous minutes: The Clerk confirmed her actions from the last meeting had been addressed and the Action Sheet updated accordingly.

**Cllr Rickatson:** has researched various laptops, software and security options for the clerk’s use when dealing with BWPC business. Agreed: Costs and proposals will be placed on the March 2021 agenda for consideration and approval.

**Cllr Rigby:** confirmed the Neighbourhood Watch signs had been placed in position and the signs for the quarry were on order.

**Cllr Sumpner:** reported on Vicarage Lane stating that loose wood etc had been removed from the surface and the verge seeded for spring.

**Cllr Black:** checked up on the progress of passing signs – none as yet but it is in the pipeline.

**Action:** Update Action Sheets accordingly (Clerk).

* + - 1. Finance

a) The current account bank balance: £14,161.21 – noted.

b) The NS&I balance: £3,406.25 – noted as incorrect. Amount is actually £3,430.77. A revised annual statement was sent to Cllr Sumpner’s address. He has updated the address to the clerk’s.

c) Reimbursement cost of gritters to Cllr Rigby - £285.99 – approved. **Agreed:** *Proposed by Cllr Haywood, Seconded by Cllr Berry.*

d) To approve salary and overtime hours for the clerk – approved. Councillors and clerk are in agreement that overtime hours cannot be a regular feature of the clerk’s contract. The clerk does not wish to work much more than the contracted hours and public money must be well spent. The clerk said she could sense more order and functionality within the council and felt confident that the contracted hours can be used efficiently and effectively going forward. Cllrs agreed to use the Clerk’s time to ensure their goals and aspirations are met in the same way.

**Agreed:** *Proposed by Cllr Kress and seconded by Cllr Sumpner.*

Budget talks were deferred to the March meeting

* + - 1. Planning

a) To consider Planning Consultation for 20/04289/PLF Land East Of Wilton Lodge Pocklington Lane Bishop Wilton / Change of use of land for siting of 5 holiday lodges and erection of building for use as office, storage and staff amenities - Cllrs do not support this application and voiced concerns. Clerk was instructed to update the ERYC planning portal with a description of said concerns. **Agreed:** *Proposed by Cllr Rickatson, seconded by Cllr Haywood.*

## b) To consider Planning Consultation for 21/00376/TCA West Field House Bray Gate Bishop Wilton / BISHOP WILTON CONSERVATION AREA - / Tree Conservation works – Cllrs expressed concern that this application is excessive given that it is a conservation area. Clerk instructed to update the ERYC planning portal with said concerns. **Agreed:** *Proposed by Cllr Rigby, seconded by Cllr Haywood.*

c) To receive decision on App Ref 20/03635/PLF/ Thistle Hill Belthorpe Lane Bishop Wilton East Riding of Yorkshire YO42 1SB - noted.

**Action:** Planning Portal on ERYC website to be updated and comments added (Clerk)

* + - 1. Standing Orders – Cllr Sumpner’s points were addressed and the revised Standing Orders amended accordingly. Cllr Haywood thanked him for his input. **Approved: 8 – Against: 1** *Proposed by Cllr Rickatson, seconded by Cllr King.*
      2. Committee – Personnel: Following consultation with ERYC Legal & Democratic advisors the Terms of Reference were set as follows: Three members with one Chair. One member and the chair to conduct the Clerk’s appraisal on a biannual basis – dates to be confirmed. *Cllr Haywood* *Proposed the Terms of Reference be accepted – seconded by Cllr Hammond.*

Some discord followed and *Cllr Hammond proposed to move to the vote, seconded by Cllr Rickatson.* **Approved: 8 – Against: 1.** *Terms of Reference Adopted***.**

Personnel Committee to comprise Cllrs Berry, Black and Rigby. *Proposed by Cllr Haywood, seconded by Cllr Rickatson.* **Approved: 8 – Against: 1.** *Cllr Rigby proposed he become Chair, seconded by Cllr Hammond.* **Approved: 8 – Against: 1.**

* + - 1. Funding options for moving benches – It is suggested that the benches on the road through Bishop Wilton are too close to the road, making it difficult for passengers to board or alight the bus. A proposal is to move said benches back by 1.5 metres. Costs are initially estimated at around £2,000.00. **Action:** Three individual quotations to be sought to complete the works, to include paving and curbing, and sent to clerk to place on future agenda when the budget is finalised. (SK)
      2. Media Policy – A new policy covering social media and press releases was adopted.

**Approved: 8 – Abstained: 1.** *Proposed by Cllr Rigby, seconded by Cllr Hammond.* **Action:** Chair to finalise the policy and send to the clerk for publication on the BWPC website. (IH & Clerk)

* + - 1. The condition of South Lane Bridleway – Cllr King reported that water has been seen gushing onto the bridleway and causing considerable erosion. **Action:** Report the situation to ERYC and remove any blockages. Look to secure a site visit post-lockdown to discuss and review bridleway surface and drainage. (LH)
      2. Verges – Councillors considered the various means of maintaining or improving roadside verges in response to complaints from parishioners about two-way traffic causing a detrimental effect in regard to their appearance and safety. Questions were raised about whether verges should be maintained or left to self-seed and repair, reflecting their natural environment. Cllr Hammond explained that ERYC have tried various options and it has been proven to be more cost-effective and practical to simply cut country verges and allow natural regrowth. Cllr Rigby proposed setting up a working party to seek parishioner opinion, seconded by Cllr Haywood.

**Approved: 8 – Against: 1 – Action:** Set up working party and lead (PB)

* + - 1. Neighbourhood Watch (NHW) – Correspondence was received from a parishioner, in neighbouring village, Skirpenbeck, with helpful information about local security matters and the offer of support in the implementation of an effective NHW. **Cllr Rigby** was asked for another sign to be erected at Gowthorpe - on Kirklands road entering from Youlthorpe. He stipulated that although he has managed to recruit a member of the Parish to lead NHW, he pressed the importance of maintaining liaison with the Parish Council.
      2. The BWPC AGM is set to take place on Monday 17th May 2021 prior to the monthly meeting. Cllrs are aiming for a socially distanced event in the BW village hall. Overrun will be mitigated by focusing on the key points.
      3. Gritting – Cllr Rigby confirmed the two gritters have proved their worth so far and can be considered a valuable asset to the parish. Using one load of salt/grit, he was able to cover 80-90% of the village with an even spread. He considers the machinery to be robust and easy to use, with a long life ahead of them if maintained respectfully. The Chair of BW village hall has agreed the equipment can be stored in the sports garage.

It was reiterated that the salting of roads is not the responsibility of BWPC but a number of cllrs are willing to join a volunteer group to spread when necessary. Anyone can join said group and should contact the Chair. A WhatsApp group will be used for those that have the app. The group will have a limited number to ensure the equipment is well-maintained and accounted for.

**Action:** Set up WhatsApp group (IH).

The bin at Gowthorpe was purchased by BWPC (ERYC bins are yellow and parish bins, green) and filling is their responsibility. **Action:** Collate quotes for salt/grit. (Clerk)

* + - 1. Butterbur – deferred due to lack of time
      2. Face to face meetings – In light of new government guidance on council meetings from May 2021 it was decided the purchase of a Zoom account for the PC is not an effective use of reserves. Guidelines state face to face meetings must resume in May 2021.
      3. Community Issues: **Cllr King** reported that the cost of village hall hire has been reviewed. Costs, from 1st March 2021 are £25.00 for a scheduled meeting and £15.00 for an extraordinary meeting.
      4. Correspondence – noted.
      5. Date of next meeting: Monday 15th March 2021.